



State of Washington

DEPARTMENT OF SOCIAL AND HEALTH SERVICES

PO Box 45811, Olympia WA 98504-5811

May 8, 2006

TO: All Potential Bidders

FROM: Sandra Elliot, RFP Coordinator
DSHS / Central Contract Services

SUBJECT: Amendment No. 1 – DSHS Responses to Bidders' Questions
Request for Qualifications #0634-210
Residential Services Evaluators

The following DSHS Responses to Bidders' Questions received are issued as Amendment No. 1 to the Request for Qualifications identified above and issued May 8, 2006.

Note: These DSHS Answers to Bidders' Questions may only explain or clarify some aspect that is already addressed in the RFP. But some of the answers may also supplement or change what was previously stated in the RFP, or in an exhibit.

Therefore it is important that bidders review all questions and answers, and not just those that they may have submitted.

DSHS Request for Qualifications # 0634-210 Amendment 1

Bidder Questions/DSHS Answers

<p>Q 1</p>	<p>RFQ # 0634-210 Residential Service Evaluators</p> <p>Bidder Written Questions:</p> <p>My questions are in reference to the below RFQ written materials:</p> <p><u>Solicitation Document</u> – Section B. BACKGROUND (page 5) Contracted Evaluators will be required to travel state wide for their assigned evaluations. Evaluations generally take three (3) to five (5) days for completion. It may be necessary for the evaluator to remain overnight until the evaluation is completed.</p> <p><u>Exhibit C: SAMPLE CONTRACT</u> – Section 3. Billing and Payment (b) and (c) (pages 5-6) b. The Contractor's compensation for services rendered are as follows: (1) \$1,083.00 per evaluation; and (2) Reimbursement for RCS authorized travel costs, per diem and other allowable expenses as defined in the DSHS Travel Manual."</p> <p>c. The Contractor shall receive reimbursement for authorized travel and other expenses which may include: (1) Airfare (economy or coach class only), (2) Other transportation expenses, and (3) Lodging and subsistence necessary during periods of required travel.</p> <p>The Contractor shall receive compensation for travel expenses at current state of Washington travel reimbursement rates. Receipts must be attached to the invoices for reimbursement of any expenditure in the amount of \$25.00 or more.</p> <p><u>Specific bidder questions:</u></p> <p>1. In Exhibit C you refer to "reimbursement for RCS authorized travel costs," does DDD also reimburse for authorized travel costs when conducting Companion Home evaluations?</p> <p>2. Please state what the itemized travel costs, per diem and other allowable expenses would be in the sample scenarios below:</p> <ul style="list-style-type: none"> • The Contractor's business location is Shelton, WA. The Contactor's business hours are 8:30am – 5:00pm Monday thru Friday. The RCS
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	assignments are expected to last for three (3) eight (8) hour days. The RCS evaluation assignments are in the following cities: <ul style="list-style-type: none">• La Conner, WA• Yakima, WA• Seattle, WA																				
A 1	<p>Yes. Both DDD and RCS use the DSHS Travel Manual to determine rates of and conditions for reimbursement.</p> <p>A contractor driving from Shelton to any of the three locations listed would be reimbursed for point-to-point and vicinity mileage which is presently reimbursed at \$.445 per mile.</p> <p>Maximum allowable motel reimbursement and per diem rates vary from county to county. This map summarizes current travel reimbursement rates:</p> <p>http://www.ofm.wa.gov/policy/colormap.pdf</p> <p>The rates for the locations about which you asked are as follows:</p> <table><tr><th>County</th><th>Breakfast</th><th>Lunch</th><th>Dinner</th><th>Maximum Lodging per night</th></tr><tr><td>Skagit</td><td>\$15.00</td><td>\$18.00</td><td>\$26.00</td><td>\$71.00</td></tr><tr><td>Yakima</td><td>\$10.00</td><td>\$12.00</td><td>\$17.00</td><td>\$60.00</td></tr><tr><td>King</td><td>\$16.00</td><td>\$19.00</td><td>\$29.00</td><td>\$124.00</td></tr></table>	County	Breakfast	Lunch	Dinner	Maximum Lodging per night	Skagit	\$15.00	\$18.00	\$26.00	\$71.00	Yakima	\$10.00	\$12.00	\$17.00	\$60.00	King	\$16.00	\$19.00	\$29.00	\$124.00
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